Import/Export File Layout Specification for Spring 2003 Data Collection Graduation Rate Component - GR3 (less-than-2-year institutions), Fixed Length/Positional File (*.TXT)				
Field ID(Key)	**Column**	**Length**	**Description**	**Valid Entries**
Part A: Screening questions				
UNITID	1	6	UNITID	Valid UnitID
SURVSECT	7	3	Survey Section, GR3, less-than-2-year institutions	"GR3"
Part	10	1	Part of survey	"A" - Screening questions
GR3_1	11	1	Does the mission of your institution include providing substantial preparation for students to enroll in another eligible institution without having completed their program?	1=Yes; 2=No
Part B				
Section III, Cohort of Full-time, First-time Students Cohort Year 1999				
UNITID	1	6	UNITID	Valid UnitID
SURVSECT	7	3	Survey Section, GR3, less-than-2-year institutions	"GR3"
Part	10	1	Part of survey	"B" includes section 3
Section	11	1	Sub survey section - identifies cohort	3 - Cohort of full-time, first-time students, cohort year 1999
Filler	12	5	Filler	"blank"
LINE	17	2	Status of students in cohort	10, 11, 30, 45, and 49 (refer to cohort status table, section 3)
LINE150	19	1	Graduated within 150 percent of normal time	A, when line = 11 else blank (refer to cohort status table, section 3)
GRRACE01	20	6	Nonresident alien - Men (1)	0 to 999999
GRRACE02	26	6	Nonresident alien - Women (2)	0 to 999999
GRRACE03	32	6	Black, non-Hispanic - Men (3)	0 to 999999
GRRACE04	38	6	Black, non-Hispanic - Women (4)	0 to 999999
GRRACE05	44	6	American Indian or Alaskan Native - Men (5)	0 to 999999
GRRACE06	50	6	American Indian or Alaskan Native - Women (6)	0 to 999999
GRRACE07	56	6	Asian or Pacific Islander - Men (7)	0 to 999999
GRRACE08	62	6	Asian or Pacific Islander - Women (8)	0 to 999999
GRRACE09	68	6	Hispanic - Men (9)	0 to 999999
GRRACE10	74	6	Hispanic - Women (10)	0 to 999999
GRRACE11	80	6	White, non-Hispanic - Men (11)	0 to 999999
GRRACE12	86	6	White, non-Hispanic - Women (12)	0 to 999999
GRRACE13	92	6	Race/ethnicity unknown - Men (13)	0 to 999999
GRRACE14	98	6	Race/ethnicity unknown - Women (14)	0 to 999999
GRRACE15	**104**	**6**	**Grand total - Men (15)**	**Totals will be generated. Do not include on import file. Columns 104-115 reserved for File Export.**
GRRACE16	**110**	**6**	**Grand total - Women (16)**	

Import/Export File Layout Specification for Spring 2003 Data Collection Graduation Rate Component - GR3 (less-than-2-year institutions), Fixed Length/Positional File (*.TXT)				
Field ID(Key)	Column	Length	Description	Valid Entries

Note: All numeric fields should be right-justified. Both leading zeros and spaces are permissible.
Character data should be left-justified.

Field ID(Key)	Description	Valid Entries
Import/Export File Layout Specification for Spring 2003 Data Collection **Graduation Rate Component - GR3 (less-than-2-year institutions)** **Key Value Pair file (*.TXT)**		
Part A: Screening questions		
UNITID	UNITID	Valid UnitID
SURVSECT	Survey Section, GR3, less-than-2-year institutions	"GR3"
PART	Part of survey form,	"A" = Screening questions
GR3_1	Does the mission of your institution include providing substantial preparation for students to enroll in another eligible institution without having completed their program?	1=Yes; 2=No

Field ID(Key)	Description	Valid Entries

Import/Export File Layout Specification for Spring 2003 Data Collection
Graduation Rate Component - GR3 (less-than-2-year institutions)
Key Value Pair file (*.TXT)

Field ID(Key)	Description	Valid Entries
Part B, Student data record		
UNITID	UNITID	nnnnnn=Valid UnitID
SURVSECT	Survey Section	"GR3"
PART	PART	"B" = student data record
Section	Sub-survey section - identifies cohort	g = 3 (refer to Appendix A, section table)
LINE	Status of students in cohort	i = 11,30,45,49 (refer to Appendix A, cohort status table)
LINE150	Graduated within 150 percent of normal time	"A"; only applicable when line = 11
RACE	Race	j = 1 to 7 (refer to Appendix A, race/ethnicity table)
SEX	Sex	k= 1-Men, 2-Women
COUNT	Number of students	1 to 99999, for zero value see note below.

Import/Export File Layout Specification for Spring 2003 Data Collection Graduation Rate Component - GR3 (less-than-2-year institutions) Key Value Pair file (*.TXT)		
Field ID(Key)	**Description**	**Valid Entries**
Sample less-than-2-year institution 383367 UNITID=383367,SURVSECT=GR3,PART=A,GR3_1=2 UNITID=383367,SURVSECT=GR3,PART=B,SECTION=3,LINE=11,LINE150=A,RACE=j,SEX=k,COUNT=nnnnn UNITID=383367,SURVSECT=GR3,PART=B,SECTION=3,LINE=11,LINE150=A,RACE=j,SEX=k,COUNT=nnnnn UNITID=383367,SURVSECT=GR3,PART=B,SECTION=3,LINE=11,LINE150=A,RACE=j,SEX=k,COUNT=nnnnn UNITID=383367,SURVSECT=GR3,PART=B,SECTION=3,LINE=30,RACE=j,SEX=k,COUNT=nnnnn UNITID=383367,SURVSECT=GR3,PART=B,SECTION=3,LINE=30,RACE=j,SEX=k,COUNT=nnnnn UNITID=383367,SURVSECT=GR3,PART=B,SECTION=3,LINE=45,RACE=j,SEX=k,COUNT=nnnnn		

Appendix A, Code Value Tables

Section table (defines cohort)
3 - Cohort of full-time, first-time degree or certificate seeking students, cohort year 1999

Cohort status table (section 3, line and line150)
10 - Revised cohort of full-time, first-time degree or certificate seeking students, cohort year 1999
11A - Completers of programs of less than 2 years within 150% of normal time
30 - Total transfer-out students (non-completers)
45 - Total exclusions
49 - Non-completers still enrolled and non-completers not enrolled. Do not include in import file (generated).

Race/Ethnicity table
1 - Nonresident alien
2 - Black, non-Hispanic
3 - American Indian or Alaskan Native
4 - Asian or Pacific Islander
5 - Hispanic
6 - White, non-Hispanic
7 - Race/ethnicity unknown
8 - Grand total will be generated on the export file. Do not include in import file.